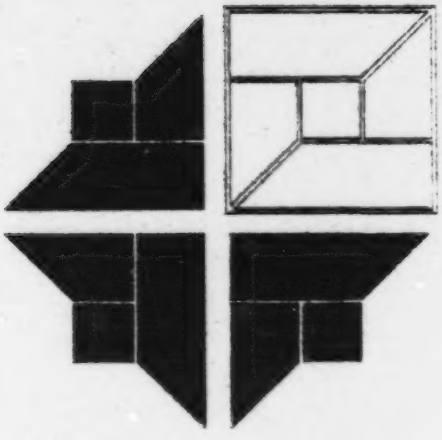
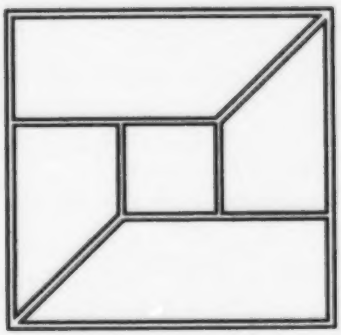
EDMONTON METROPOLITAN REGIONAL PLANNING COMMISSION



ANNUAL REPORT 1987 - 1988

Edmonton Metropolitan Regional Planning Commission



The E.M.R.P.C. logo is a stylized representation of the Commission's planning region and its functions. The shape and the five modules symbolize the Commission's boundary and the major jurisdictions by area. The arrangement of the modules in a square is intended to symbolize unity of purpose, co-operation and orderly development.

EDMONTON METROPOLITAN REGIONAL PLANNING COMMISSION
Suite 600, Baker Centre, 10025 - 106 Street, Edmonton, Alberta T5J 1G4
Phone (403) 423-5701

June, 1988

Mr. Ross G. Quinn

Chairman

Edmonton Metropolitan

Regional Planning Commission

Edmonton, Alberta

Dear Sir

It is my pleasure to submit to you the sixth Annual Report of the Edmonton Metropolitan Regional Planning Commission, which covers the April 1, 1987 to March 31, 1988 fiscal year.

Respectfully submitted,

R.G. Madziya

Executive Director

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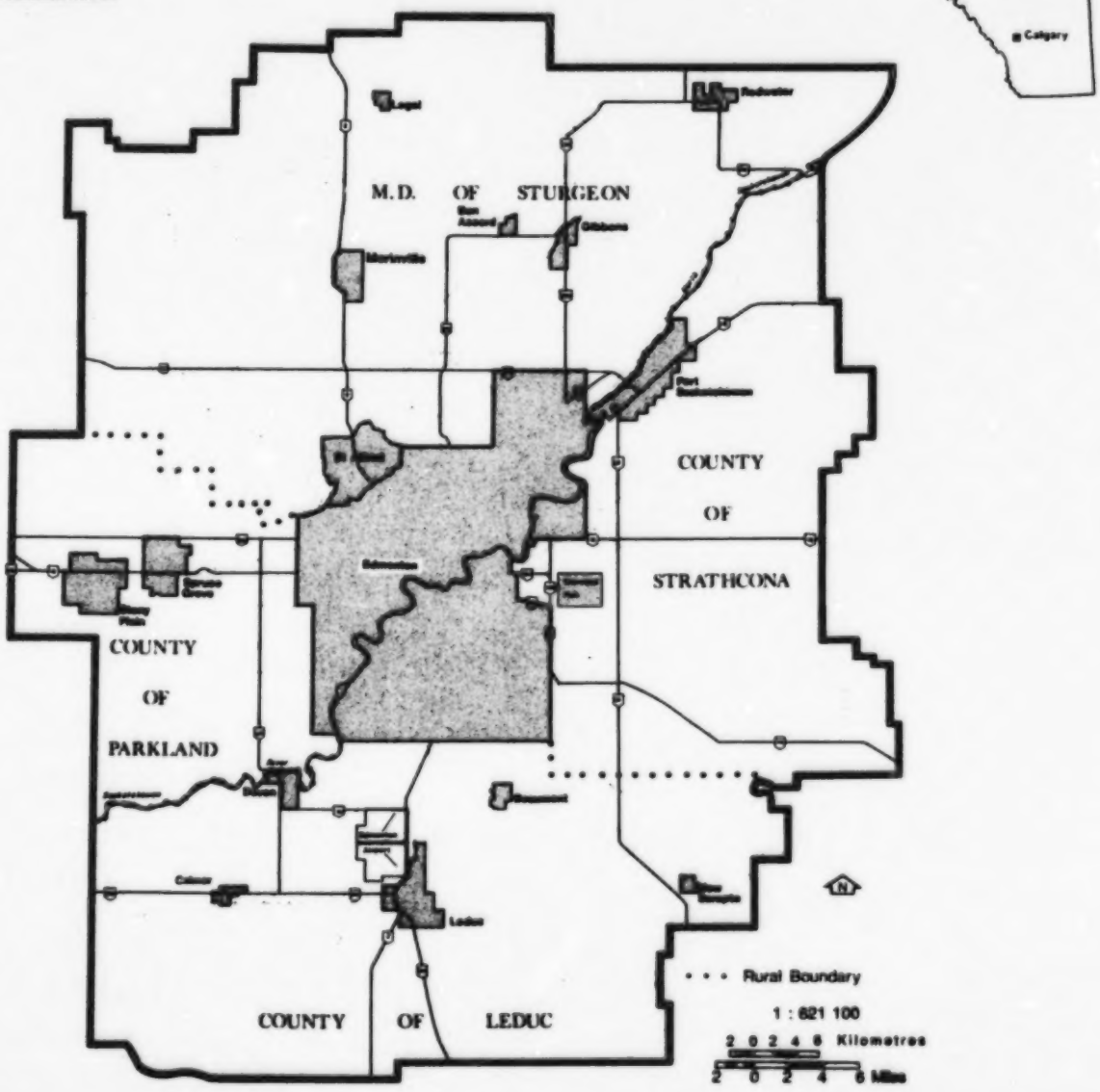
Planning Region

Edmonton Metropolitan

Regional Planning

Commission



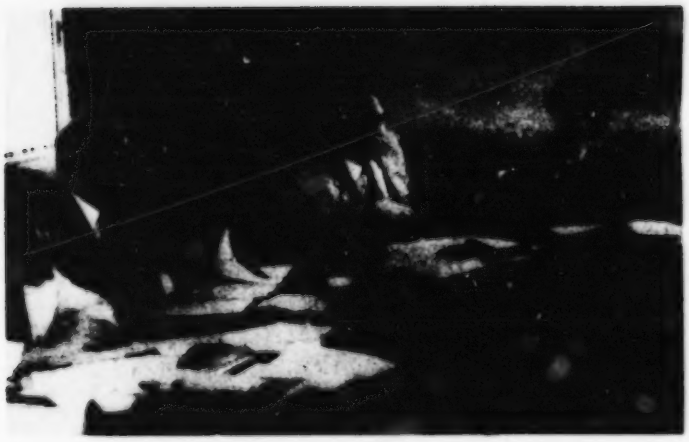
Responsibilities

The Edmonton Metropolitan Regional Planning Commission

The Planning Act sets out the role, responsibilities and duties of the Edmonton Metropolitan Regional Planning Commission. The main functions of the Commission are:

- prepare, adopt and administer a Regional Plan for the Edmonton Planning Region;
- provide advice and assistance to municipalities on planning matters;
- act as the subdivision approving authority for the Region, except where a municipality has been delegated this authority by the minister;
- provide advice and recommendations on annexation matters; and,
- seek and encourage public participation in the planning of the Edmonton Region.

As part of its on-going operations, the Commission often serves as a centre for co-ordinating the planning activities undertaken by other levels of government.



Alderman Hayter debating a motion put before the commission.

Chairman's Report

Ross G. Quinn

During the 1987/88 fiscal year, the Edmonton Metropolitan Regional Planning Commission continued in its efforts to serve as an inter-municipal forum for the discussion and possible resolution of regional planning issues, provided its member municipalities with a high level of planning advisory services, and contributed to the discussion of planning matters at the provincial level.

As a regional planning agency, the Commission sometimes finds itself in difficult situations, where whatever course it follows , it is bound to offend one, or sometimes many, of its member municipalities.

This was the case last year with the Commission's legislated responsibility to respond to the City of Leduc's Annexation Application to the Local Authorities Board. In the end, the Commission showed leadership by not avoiding the issue but ensuring that a position was formulated on the basis of thorough and objective research. Whatever the outcome, I think that is all our individual members can ask of the Commission.

On a more positive note, through the Joint General Municipal Plan process and with the aid of the Commission staff, Fort Saskatchewan and the County of Strathcona were able to work out their mutual planning concerns with an annexation proposal which was satisfactory to both parties.

One highlight of the year was our second annual Winter Seminar. Once again we challenged ourselves to consider and discuss the non-traditional and somewhat controversial issues of regional solid waste management, regional airport authorities and the preservation of natural areas. The speakers were top-notch, the discussions were lively, and I think it is good when many council members from around the region can get together to discuss the regional issues which affect us all.

One area which I, personally, asked the Commission staff to investigate more fully was the role of the Regional Planning Commission in regional solid waste management. This request was brought forward after discussion with a number of people and I await the response from the various municipalities later this spring.

As for what we can expect for next year, I was fortunate to be a part of a number of discussions and workshops sponsored by the Alberta Planning Board and the Alberta Research Council on geographic information systems. I am very excited about what is going to happen in this province, and in particular in our region, over the next few years. Through the use of computers, the vast amount of valuable information, which agencies like the Commission collect, will be available to help the Commission and all of its member municipalities to make better, and more informed decisions.

In closing, I would like to thank all those members who took the time to serve on the Commission. In particular, I would like to thank Mr. Frank Schoenberger, our Vice-Chairman, Mr. Ron Hayter, Chairman of the Executive Committee and Mr. Lee Danchuk, Chairman of the Planning Committee, for their leadership. Finally, I would like to thank R.G. Madziya, the Executive Director, and his staff for their hard work and high professional standards throughout the past year.

Ross Quinn, Chairman of the Edmonton Metropolitan Regional Planning Commission, during discussions on the Big Lake Study.

Membership

April 1, 1987 to March 31, 1988

Seventeen municipalities, out of a total of 19, have members appointed to the Commission. Regular Commission meetings are held once every month. In the fiscal year April 1, 1987 to March 31, 1988, the Commission held twelve (12) regular meetings, as well as an Organizational Meeting and an Annual General Meeting.

Each year, at the Organizational Meeting, a Chairman, a Vice-Chairman and members of the Executive Committee are elected by the members themselves. As of March 31, 1988 these officers were as follows.

Chairman:	**Ross G. Quinn**	
Vice-Chairman:	**Frank Schoenberger**	
Designated Municipalities	**Appointed Members**	**Appointed Alternates**
City of Edmonton	Alderman Terry Cavanagh	Mayor Laurence Decore
	Alderman Ron Hayter	Alderman Julian Kinisky
	Alderman Patricia Mackenzie	Alderman Lance White
	Alderman Ken Kozak	Alderman Judy Bethel
	Alderman Helen Paull	
	Alderman Lillian Staroszik	
	Alderman Mel Binder	
	Alderman Bruce Campbell	
	Alderman Jan Reimer	
City of Leduc	Alderman Blair Lundy	Alderman Rolly Owens
City of St. Albert	Alderman Pamela Smith-Paul	Alderman Anita Ratchinsky
	Alderman Ray Gibbon	
City of Fort Saskatchewan	Mayor Pryce G. Alderson	Alderman Kenneth Hodgins
M.D. of Sturgeon	Councillor Frank Schoenberger	Councillor M. Remillard
County of Leduc	Councillor Albert Klapstein	Councillor Ed Chubocha
County of Parkland	Councillor Peter Bakker	Councillor Ron Pollock
Strathcona County	Councillor Warren Thomas	Councillor Kurt Gesell
	Councillor Eli Radomsky	Councillor Dean Bell
Town of Beaumont	Councillor Judi Gnus	Councillor Ken Kobly
Town of Bon Accord	Mayor Lee Danchuk	Councillor Ron Herd
Town of Calmar	Councillor Bob Royer	Councillor Ron Wigington
Town of Devon	Councillor Dick Steinhauer	Councillor Dianne Tharp
Town of Gibbons	Councillor Ronald Smith	Councillor Geoff Jones
Town of Morinville	Mayor Ross G. Quinn	Councillor Mary Anne Balsillie
Town of Redwater	Councillor Peter Hrynchuk	Councillor Tony Fierl
City of Spruce Grove	Alderman Dave Hinch	Alderman Cecil Heil
Town of Stony Plain	Councillor Douglas Hall	Councillor Dwight Ganske

Committees

Each year, the Commission elects and appoints members from among itself to standing committees to carry out specific duties and responsibilities on behalf of the Commission. For this past fiscal year, the standing committees of the Commission were the Executive Committee and the Planning Committee. The Commission may also appoint special committees as required.

Each committee elects its own Chairman and Vice-Chairman. Some committees also have advisory representatives from Alberta Government departments.

Executive Committee

This Committee is composed of seven (7) members, including both the Chairman and Vice-Chairman of the Commission. The Executive Committee is responsible for financial, personnel and other administrative matters of the Commission, including the preparation of the budget, work programme, and matters pertaining to policy and regulations governing Commission employees.

Alderman Ron Hayter
Committee Chairman

Alderman Ken Kozak

Alderman Ray Gibbon

Councillor Warren Thomas

Councillor Frank Schoenberger
Commission Vice-Chairman

Alderman Dave Hinch

Mayor Ross Quinn
Commission Chairman

Members noted above were elected by motion at the Annual Organizational Meeting held on January 6, 1988.

The Planning Committee

The Committee has a broad focus which includes not only the administration of the Regional Plan, but also the review of amendments, proposed legislation, senior level of government referrals, and staff reports on regional planning matters.

Mayor Lee Danchuk
Committee Chairman

Alderman Jan Reimer

Alderman Patricia Mackenzie

Alderman Blair Lundy

Councillor Peter Bakker

Councillor Albert Klapstein

Councillor Peter Hrynchuk

Mayor Ross Quinn
Commission Chairman

Members noted above were elected by motion at the Annual Organizational Meeting held on January 6, 1988.

Non-Voting Members

Mr. Wilf Cody
Alberta Agriculture

Mr. Doug Stanton
Alberta Environment

Mr. Al Werner
Alberta Transportation

Executive Director's Report

R.G. Madziya, M.C.I.P.

It is with great pleasure and pride that I am able to report on the activities and accomplishments of the Edmonton Metropolitan Regional Planning Commission for the 1987-88 fiscal year. This was a year which saw our already lean staff resources put to the test, with what turned out to be a major annexation application, and saw some changes in personnel and our organizational structure.

The Planning Act authorizes the Commission to submit briefs and speak to annexation hearings at the Local Authorities Board. For the Leduc Annexation application, we assembled a team of senior planners who provided in-depth research on every relevant aspect of the proposal in order for the Commission to make its decisions. Every effort was made before, during and after the hearing, to remain an objective third party.

During the past year, I have personally spent a great deal of time on the Steering Committee of the Alberta Planning Board's "Needs Assessment of Regional Planning Agencies for Land-Related Information Systems." The final report, prepared by Alan Levinsohn of the Terrain Sciences Department of Alberta Research Council, was completed in February 1988 and I think this report will provide the road map needed to prepare all regional planning commissions for the challenges of planning in the information age.

It is our intention to be on the leading edge of this new technology in the regional planning field. In line with the recommendations of Robert Liley and Associates in his report on an "Information Management Strategy" for the Commission, we have reorganized our Information Systems staff into a separate unit. The unit now reports directly to me and will be involved in all aspects of the

Commission's information systems development. In the meantime, staff has continued to update the information in our Land Information System on an annual basis.

Once again, we had a very successful Winter Seminar and, given the feedback we received, staff has already begun planning next year's seminar which promises to be even better. Work was begun on an Environmentally Sensitive Areas Study in the M.D. of Sturgeon and Strathcona County and by year's end, the Commission and member municipalities were considering a staff report which outlined three alternative plans for Big Lake.

During 1987/88, we met and exchanged information with other agencies on matters of mutual interest. Submissions were prepared with respect to proposed changes in the Planning Act Exemption Regulation. Discussions were held with several Provincial departments and agencies, including: Alberta Recreation and Parks on provincial parks policy; Alberta Environment; Alberta Economic Development; Alberta Research Council with regard to soil surveys; the Energy Resources Conservation Board on pipeline and gas plant proposals; and, Alberta Transportation and Utilities regarding the Fort Saskatchewan Transportation Study and other transportation matters.

In May of last year, we bade farewell to Gordon Tweddell, the Manager of the Strategic Planning Branch, who left to become Manager of Market Research with Alberta Government Telephones. In the fall, we welcomed Peter Dickson, from the City of Fredericton, to fill the vacancy.

Despite all of the challenges and strains which were put on staff we endeavored to fulfill our mandate at all times. We still managed to provide our municipalities with the high level of planning services that they have come to expect and we will strive to continue to do so, in the future. Details of the other activities of the Commission are dealt with in the individual branch reports of the organization. So please read on.

Strategic Planning Branch Report

Peter Dickson

Strategic Planning recognizes the complicated interrelationships between the various parts of the region and the fact that, because of these interrelationships and linkages, it is important to be aware of the wider implications and impacts of a decision before that decision is taken. Strategic Planning, therefore, requires good information, good communication, a broad range of experience, and perhaps most important of all, a sense of vision or insight in order to perceive possible impacts and linkages which may not be immediately obvious. For these reasons, the Strategic Planning Branch is staffed by senior planners who have a wealth of knowledge and experience, and a variety of backgrounds. The nature of the work undertaken by the Branch during the past 12 months also reflects the basic requirements of strategic planning.

The Branch was involved in many interesting and important projects during the year. The most critical of these, and probably the most demanding, was the Leduc annexation proposal. Branch personnel were extensively involved in this issue from the outset, and were responsible for much of the input into the various documents produced by the Commission. Examples of this include the population projections which were prepared as background information to the EMRPC position, as well as the projections of future land requirements, and the interpretation and discussion of Regional Plan policies.

The "Big Lake Study" is now nearing completion with staff having held three public meetings over the past year. The purpose of the meetings was to solicit public input, to explain to the public what is involved in planning for Big Lake, and to outline what possible alternatives are available. Staff are currently working on the first draft of the Big Lake Plan and are examining the various options for adoption

and implementation of the final plan. This will involve considerable consultation with the four adjacent municipalities, as well as the public.

The Census Programme continued during the summer of 1987 with censuses being carried out in Strathcona County and the Town of Morinville. The information obtained from the census programme is fundamental to many of the activities carried out at the municipal, regional, and provincial levels and is a vital component for additional studies and analyses.

Several other projects were started during the year. These include a Regional Population Study, and a new Market Areas Study to bring up to date the information contained in the 1983 study. Both of these projects will provide basic information which will act as an aid to decision-making in both the public and private sectors. The data collected will provide first class information on the Region's population structure, regional shopping and travel patterns, and the size and nature of the various trade areas within the Region. This information will be extremely useful to municipalities for the preparation of municipal plans and economic development strategies. It will also be useful to individual entrepreneurs who have to make important business decisions, such as marketing, promotional or locational decisions, based on relevant market information which is both accurate and up to date. As well, the Branch has begun work on a study of Environmentally Sensitive Areas in the County of Strathcona and the M.D. of Sturgeon. Although much of the specialized data collection and analysis is being done by consultants, our own staff are involved in the co-ordination and administration of the project and will be heavily involved in the policy formulation stage which will continue after the consultant's work is completed.

During the course of the year, staff of the Strategic Planning Branch have also participated in numerous smaller or peripheral projects. Most of these centred around the collection of data or the analysis of data already collected. Examples of this kind of work include population and commercial floorspace projections for the Downtown Plans prepared by the General Planning Branch; the compilation of employment and population data for the development of a Regional Transportation Model by Alberta Transportation; and the preparation of a report, entitled "Regional Solid Waste Management - Its Management and the EMRPC," which examined the role of the Commission in Solid Waste Management.

Overall, 1987/88 was a busy and productive year for the Branch, albeit with very limited staff resources. We look forward to a continuation of these challenges in the coming year.

General Planning Branch Report

Eugene L. Dmytruk

The General Planning Branch once again experienced a very busy year, working with the Commission members, councils and staff of the member municipalities on a broad range of planning programs and projects. The activities of the Branch include:

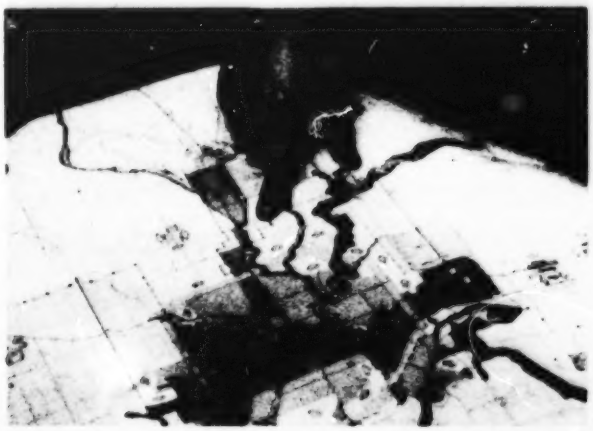
- regional plan implementation,
- basic land use planning services to member municipalities without their own planning staff, including the preparation of statutory plans, land use by-laws, and special studies requested by councils; and,
  planning advice on development and subdivision proposals, including subdivision processing and administration.

Throughout the past year a variety of planning documents were reviewed as part of the implementation of the Regional Plan and comments forwarded to the Commission and/or the respective municipalities. The new County of Strathcona General Municipal Plan and amendments thereto; the City of Edmonton General Municipal Plan issue report titled "Managing Urban Growth," amendments to the Meadows and Lewis Farms Area Structure Plans (Edmonton), the Blackburn Area Structure Plan (Edmonton); and, the Suburban Estates Area Structure Plan in the County of Strathcona were among the documents reviewed.

Various other proposals and studies initiated by municipalities, government departments and agencies and the private sector, such as the County of Strathcona Outdoor Recreation Master Plan and the Norcen gas plant proposal, were also reviewed for compliance with the Regional Plan.

A review of Regional Plan Agricultural Policies 5.4 and 5.5 was initiated by the Commission in 1986 and concluded in June, 1987 with the ratification, by the Minister of Municipal Affairs, of an amendment to these policies of the Regional Plan.

The preparation of municipal statutory plans also occupied a significant proportion of staff time in the past year. The adopted version of the Town of Morinville General Municipal Plan was published and it will



guide the future growth and development of the Town for years to come.

Downtown revitalization planning continued at an intense pace during the year, with progress made on downtown plans for the Towns of Gibbons, Calmar and Redwater. The Gibbon's Downtown Plan was adopted by Town Council in January, 1988. A draft downtown plan for Calmar is expected in May, 1988. Work on the Town of Redwater's Downtown Plan is continuing, with Council review and approval anticipated by mid-1988.

In addition to plan preparation, Branch staff worked with several municipalities, including Beaumont and Gibbons, in the implementation of their respective plans. Typically, staff assist with the review of development proposals to ensure compliance with the objectives and policies of the downtown plans. The assistance that the Commission provides municipalities, in the implementation of these plans, forms a vital component in the overall downtown revitalization program.

In the fall of 1987, work started on a joint general municipal plan, involving the M.D. of Sturgeon and the City of Fort Saskatchewan. Background information has been collected and staff are working closely with a joint planning committee and the municipal staff to resolve the issues affecting the fringe area adjacent to Fort Saskatchewan. A draft plan is expected to be released to the Committee, in mid-1988.

The preparation of land use by-laws and the providing of day-to-day advice and assistance on by-law reviews, amendments, interpretations and major development proposals are basic features of the Commission's advisory service to municipal councils, administrators, development appeal boards and the public. Major by-law reviews were undertaken for the Village of New Sarepta and the M.D. of Sturgeon. In addition, staff conducted orientation seminars for the benefit of development appeal boards in several municipalities.

Several special planning studies and reports were prepared to assist in decision-making. Advice and assistance provided to municipalities covered such topic areas as: parking standards; public reserve dedication; streetscape and landscape design; mobile home developments; home

occupations; and, an evaluation of potential highway commercial locations along the Highway 60 Corridor in the Town of Devon, to name a few. Staff also undertook a review of the Commission's public and environmental reserve polices, finalized the Topsoil Removal Report and initiated work on guidelines for the preparation of joint general municipal plans.

Subdivision processing continues to occupy a considerable amount of staff resources and time. This activity includes working with the public, developers and referral agencies; providing subdivision service to 13 of the 19 member municipalities in the Region; advising and recommending to municipal councils and the Commission on subdivision applications; and, representing the Commission at appeal hearings before the Alberta Planning Board. In addition, staff commented on referrals from five other subdivision approving authorities, by reviewing applications for conformity with the Regional Plan.

The number of subdivision applications submitted has remained approximately the same as the previous year's total. In the 1987/88 fiscal year the Commission staff processed a total of 106 applications. Of these, 19 applications were appealed to the Alberta Planning Board. In addition to the 106 applications processed, the Commission received and commente on 97 subdivision referrals from other subdivision approving authorities. The tables and figures which follow on page 20 and 21 provide comparative graphs on the number of applications made to the Commission and the number of applications received from other subdivision approving authorities.

In conclusion, the past year was a very productive and challenging year. Although, unforeseen events and emerging issues have resulted in delays to some projects, the major part of the work program was achieved. In the year ahead, staff efforts will focus on providing assistance with the implementation of the newly completed plans, with a special emphasis on the downtown plans.

Administration Branch Report

Patricia Heffel

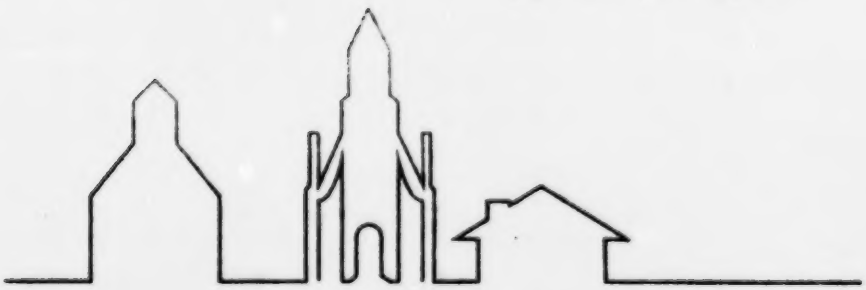
The Administration Branch is very diversified in the services it provides to the Commission, the internal operations and the public.

The Branch maintains the personnel records, budget, payroll and purchasing and reports monthly on our financial position to the Commission. The branch also provides reception, word processing, library, filing, printing and graphic services.

During 1987/88, the Drafting and Printing Sections were responsible for the graphic production and printing of numerous reports. Reports completed included the Big Lake Plan Alternatives, the Town of Morinville - General Municipal Plan, the Gibbons Downtown Plan and the County of Leduc Cemetery Inventory. In addition, the graphics staff began production of various maps and illustrations for the Calmar and Redwater Downtown Plans. 1987/88 saw the introduction of more graphics to many of our assignments. Informative downtown plan brochures and major displays such as Big Lake Recreation for Winter Cities Showcase '88 and Calmar's Downtown Plan were new, exciting and well received. Also, drafting and planning staff worked hand in hand to produce "before and after" storefront renderings and streetscape drawings for Calmar and Redwater.

Lastly, day to day duties included the preparation of subdivision sketches and base map revisions, as well as special projects, such as co-ordinating the graphic presentation of the Commission's 'Winter Seminar'.

In 1988/89 the Administration Branch will continue to provide a fast turn around, and high quality work with limited staff resources. We look forward to the upgrade of the Micom wordprocessors, which should provide even further improvements to our operations.



Subdivision Data

April 1, 1987 to March 31, 1988

Subdivision Applications & Decisions

Municipality	Pending Decision from Earlier Years[1]	Received	Approved	Refused	Abandoned/ Deemed Refused/ Withdrawn	Pending Decision on March 31, 1988
M.D. of Sturgeon	16	45	29	8	2	6
County of Leduc	14	41	25	10	1	5
City of Spruce Grove	0	8	7	0	0	1
Town of:						
Beaumont	0	2	1	0	0	1
Bon Accord	0	0	0	0	0	0
Calmar	0	0	0	0	0	0
Devon	0	0	0	0	0	0
Gibbons	1	0	0	0	0	0
Morinville	1	0	0	0	0	0
Redwater	1	1	1	0	0	0
Stony Plain	2	9	5	0	1	3
Village of:						
Legal	0	0	0	0	0	0
New Sarepta	1	0	0	0	0	0
Total	**36**	**106**	**68**	**18**	**4**	**16**

1. Of all 36 applications pending decisions from earlier years, 24 were approved, 10 were denied and 2 were deemed refused.

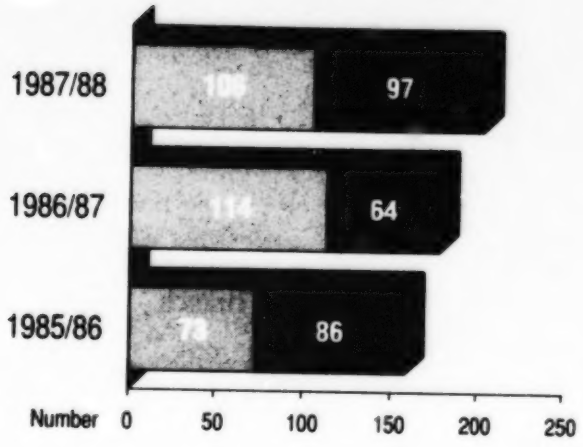
Subdivision Applications & Parcels Approved

Municipality	Agriculture[1]		Country Residence[2]		Industrial		Public Institut.[3]		Comm.[4]		Res.		Mult. Use	Total	
M.D. of Sturgeon	12	*12*	14	*14*	1	*18*	2	*2*	0	*0*	0	*0*	0	29	*46*
County of Leduc	11	*12*	11	*11*	0	*0*	3	*3*	0	*0*	0	*0*	0	25	*26*
City of Spruce Grove	0	*0*	0	*0*	0	*0*	2	*2*	1	*1*	4	*57*	0	7	*60*
Town of:															
Beaumont	0	*0*	0	*0*	0	*0*	0	*0*	0	*0*	1	*14*	0	1	*14*
Bon Accord	0	*0*	0	*0*	0	*0*	0	*0*	0	*0*	0	*0*	0	0	*0*
Calmar	0	*0*	0	*0*	0	*0*	0	*0*	0	*0*	0	*0*	0	0	*0*
Devon	0	*0*	0	*0*	0	*0*	0	*0*	0	*0*	0	*0*	0	0	*0*
Gibbons	0	*0*	0	*0*	0	*0*	0	*0*	0	*0*	0	*0*	0	0	*0*
Morinville	0	*0*	0	*0*	0	*0*	0	*0*	0	*0*	0	*0*	0	0	*0*
Redwater	0	*0*	0	*0*	0	*0*	0	*0*	1	*1*	0	*0*	0	1	*1*
Stony Plain	1	*1*	0	*0*	0	*0*	0	*0*	1	*1*	3	*19*	0	5	*21*
Village of															
Legal	0	*0*	0	*0*	0	*0*	0	*0*	0	*0*	0	*0*	0	0	*0*
New Sarepta	0	*0*	0	*0*	0	*0*	0	*0*	0	*0*	0	*0*	0	0	*0*
Total	**24**	*25*	**25**	*25*	**1**	*.7*	**7**	**3**	**3**	**8**	**90**	**0**	**68**	**168**	

0 Approved Applications
0 Approved Parcels

1. Agricultural Parcels include small farm parcels having an area of 4 hectares and over.
2. Country Residence includes parcels having an area up to 4 hectares.
3. Public Institutional includes public buildings, roads, reserve parcels, sanitary landfills, recreation parcels, sewage lagoons and water treatment plants.
4. Commercial includes Right-of-Ways for microwave transmitter sites.

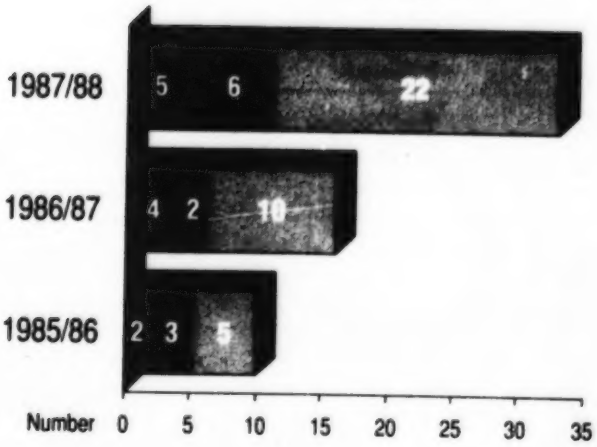
Subdivision Applications & Referrals E.M.R.P.C. Region



Applications to other S.A.A.'s reviewed by E.M.R.P.C.

Applications made to E.M.R.P.C.

Subdivision Appeals

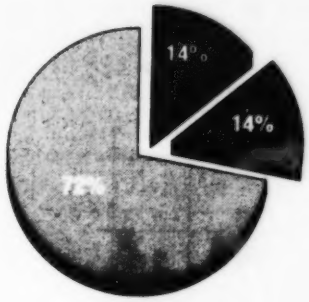


Appeal withdrawn or pending at end of fiscal year

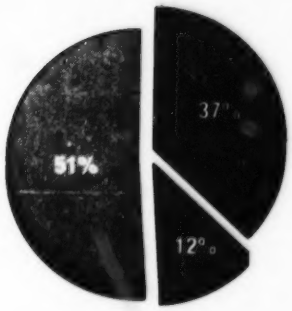
Appeal denied

Appeal granted

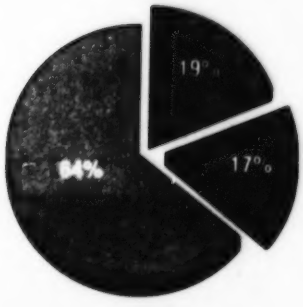
E.M.R.P.C. Decisions on Subdivision Applications



1985/86



1986/87



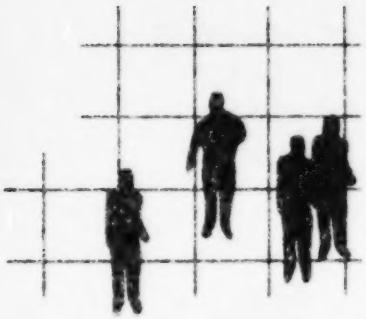
1987/88

Applications pending, withdrawn or expired

Applications denied

Applications approved

Staff



Commission staff as of March 31, 1988

Executive Director
R.G. Madziya

Executive Secretary
T. Gibson

Information Systems Coordinator
Public Affairs Officer
R. Mattiussi

Technologist
G. Willis

Technician
M. Flaska

General Planning Branch

Manager
E.L. Dmytruk

Planner III
D. Macdonald

Planner II
B. Fricson
J. Mackie

Planner I
S. Maceyovski
P. Wankiewicz

Technician
L. Kustra

Strategic Planning Branch

Manager
P. Dickson

Planner III
M. Exner
W. Shennan

Economist
C. Skoda

Administration Branch

Manager
P.L. Heffel

Librarian
P. Fairbairn

Chief Draftsperson
R.S. Martin

Intermediate Draftsperson
D. Riehl

Junior Draftspersons
A. Zepeda
K. Schafer

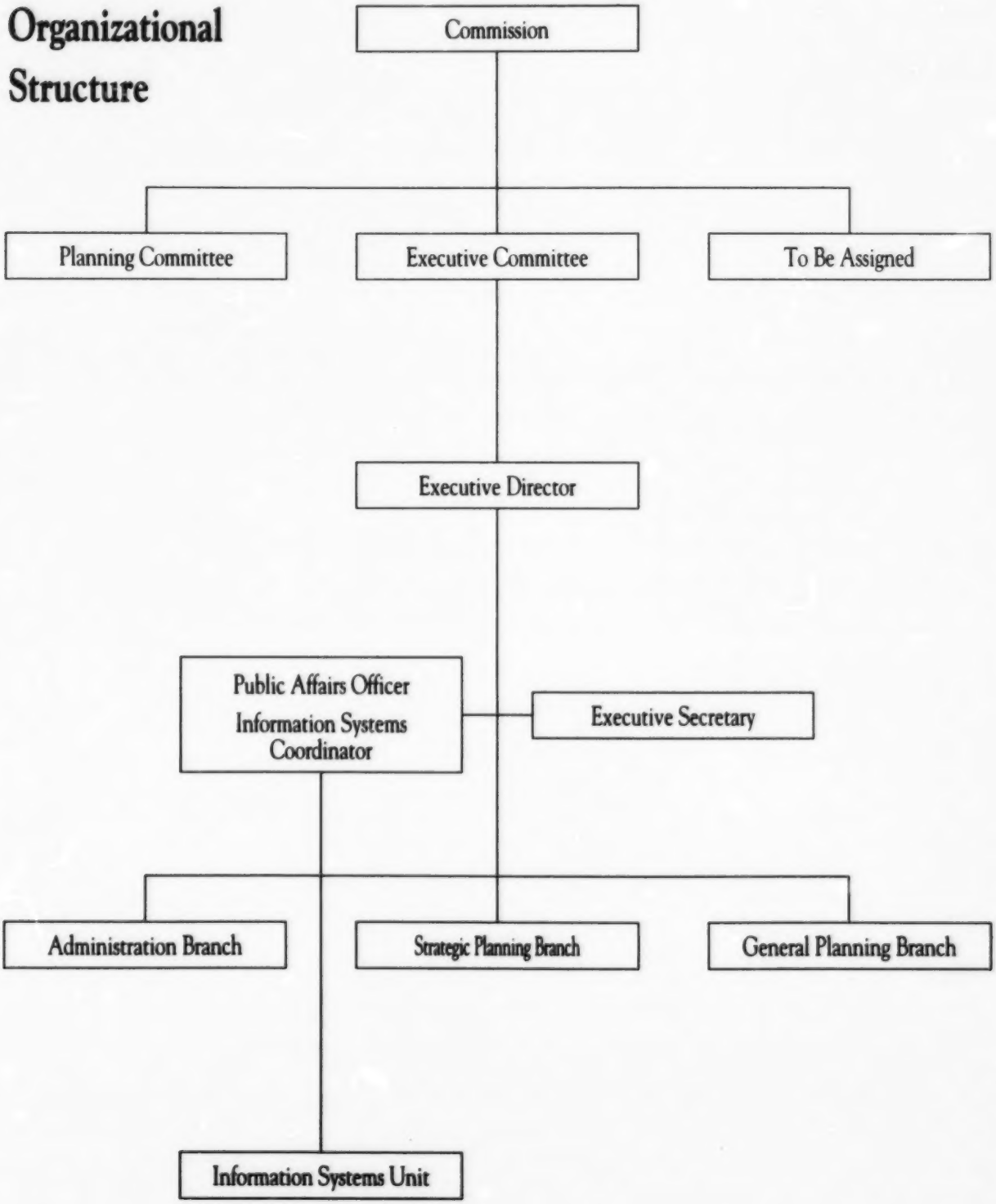
Printer
W. Fletcher

Word Processing Operators
M. Dawson
M. Sereda

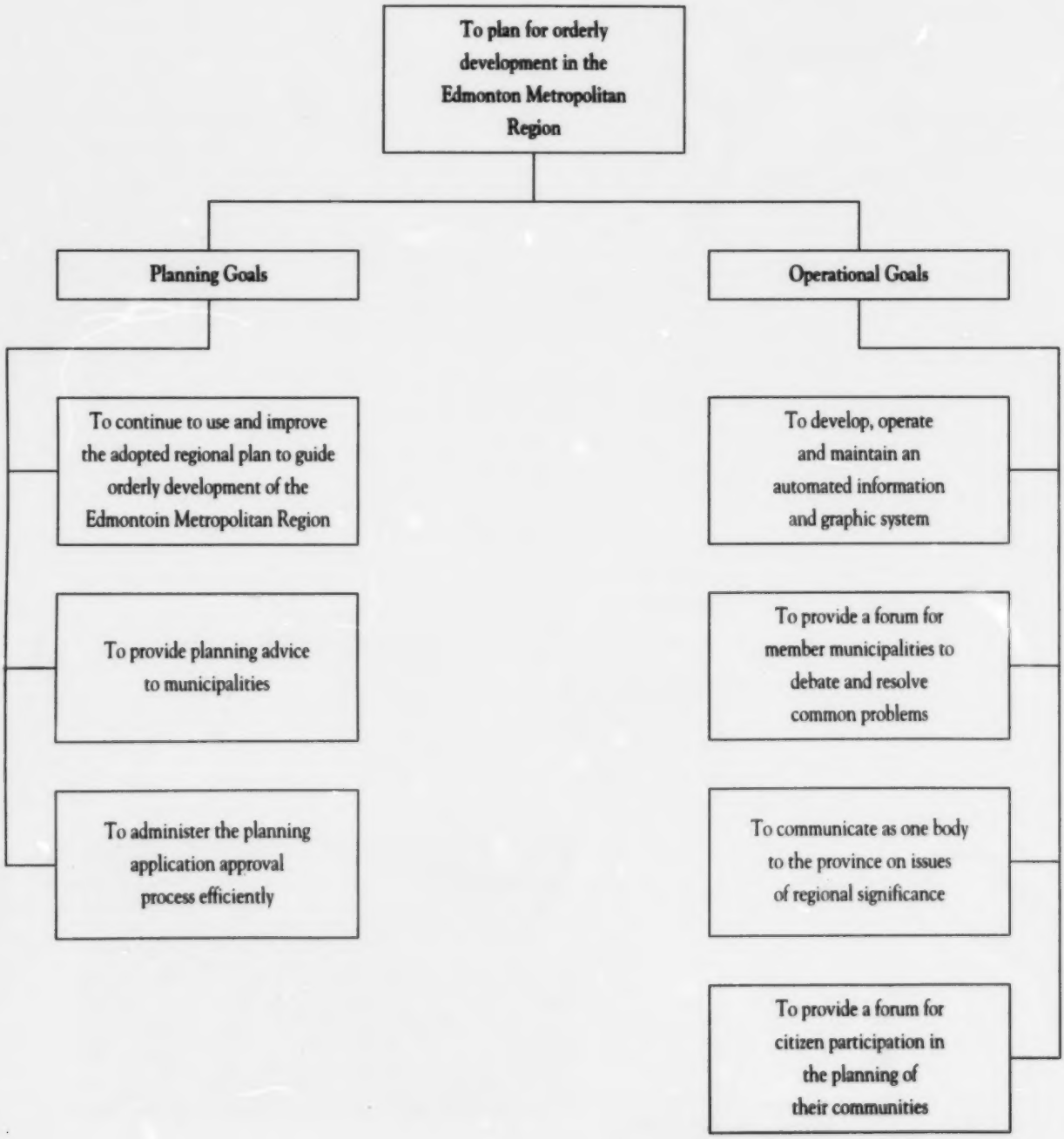
File Clerk
E. Ching

Receptionist
D. Saprikin

Organizational Structure



Goals of the Commission


To plan for orderly development in the Edmonton Metropolitan Region
Planning Goals
Operational Goals
To continue to use and improve the adopted regional plan to guide orderly development of the Edmontoin Metropolitan Region
To provide planning advice to municipalities
To administer the planning application approval process efficiently
To develop, operate and maintain an automated information and graphic system
To provide a forum for member municipalities to debate and resolve common problems
To communicate as one body to the province on issues of regional significance
To provide a forum for citizen participation in the planning of their communities

Financial Statistics

Auditors' Report

Thorne Ernst & Whinney

Chartered Accountants

3000 - 10104 - 103 Avenue
Edmonton, Alberta, Canada
T5J 3V8

(403) 425-0240
Telex: 037-2966
Fax: (403) 429-7379

To the Members of Edmonton Metropolitan Regional Planning Commission

We have examined the balance sheet of the Operating and Capital Funds of Edmonton Metropolitan Regional Planning Commission (the "Commission") as at March 31, 1988 and the statement of operating fund revenues, expenditures and accumulated surplus for the year then ended. Our examination was made in accordance with generally accepted auditing standards, and accordingly included such tests and other procedures as we considered necessary in the circumstances, except as explained in the following paragraph.

In common with many not-for-profit organizations, the Commission derives some of its revenue in the form of shared cost contributions, printing and publications revenue, subdivision fees, and miscellaneous revenues, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, our verification of the revenue from these sources was limited to accounting for the amounts recorded in the records of the Commission and we were not able to determine whether any adjustments might be necessary to these operating fund revenues, excess of expenditures over revenues, assets, and accumulated surplus.

In our opinion, except for the effect of adjustments, if any, which we might have determined to be necessary had we been able to satisfy ourselves concerning the completeness of the revenues referred to in the preceding paragraph, these financial statements present fairly the financial position of the operating and capital funds of the Commission as at March 31, 1988 and the results of its operations for the year then ended in accordance with the accounting principles set out in the Significant Accounting Policy note, on a basis consistent with that of the preceding year.

The financial statements for the preceding year were examined by other chartered accountants.

April 29, 1988

Financial Statistics

Balance Sheet

	March 31 1988	March 31 1987
ASSETS		
OPERATING FUND		
Cash	$281,320	$320,292
Accounts Receivable	4,249	3,313
Prepaid expenses	2,719	1,760
	288,288	325,365
CAPITAL FUND		
Fixed assets, at cost (note 1)		
Furniture and equipment	344,231	287,998
Leasehold improvements	73,913	70,001
	418,144	357,999
	$706,432	$683,364
LIABILITIES AND EQUITY		
OPERATING FUND		
Accounts payable and accrued liabilities	$126,854	$131,537
Accumulated surplus	161,434	193,828
	288,288	325,365
CAPITAL FUND		
Equity in fixed assets (note 2)	418,144	357,999
	$706,432	$683,364

APPROVED BY THE COMMISSION:

_____ Chairman

_____ Executive Director

Financial Statistics

Statement of Operating Fund Revenues, Expenditures and Accumulated Surplus

	Year ended March 31 1988	1987
REVENUES		
Alberta Planning Fund	$1,561,410	$1,604,520
Shared cost contributions	340	8,008
Subdivision fees	7,310	4,700
Sales	4,415	4,196
Interest	25,800	25,547
Miscellaneous	5,824	1,091
	1,605,099	1,648,062
EXPENDITURES		
Staff salaries - permanent	982,312	1,002,975
Staff salaries - temporary	2,156	695
Staff benefits	108,970	101,908
Staff training and travel	37,221	39,542
Members' fees	47,246	46,299
Members' travel	8,596	6,217
Office rent	94,527	95,288
Utilities and maintenance	7,764	4,853
Parking	11,400	10,865
Telephone	23,939	31,916
Office supplies	8,681	10,580
Postage	9,221	8,099
Publications	5,987	3,798
Printing and duplication	47,999	51,273
Drafting supplies	14,337	13,423
Microfilming	9,922	45,000
Furniture and equipment		
Purchases (note 1)	66,513	58,102
Rentals, repairs and maintenance	25,683	20,789
Leasehold improvements (note 1)	3,912	11,466
Land titles office	1,722	834
Legal fees	23,327	8,335
Advertising	5,320	6,476
Recruitment and relocation	21,981	5,603
Audit	3,900	6,250
Public Relations	6,209	2,216
Consultant fees	42,114	35,326
Insurance	1,736	—
Aerial photographs and maps	1,063	1,372
Miscellaneous	13,735	20,149
	1,637,493	1,649,649
EXCESS OF EXPENDITURES OVER REVENUES	(32,394)	(1,587)
Accumulated surplus at beginning of year	193,828	195,415
BALANCE AT END OF YEAR	$ 161,434	$ 193,828

Financial Statistics

Notes to Financial Statements

Year ended March 31, 1988

GENERAL

The Edmonton Metropolitan Regional Planning Commission was established under the Province of Alberta Planning Act to prepare, adopt and administer a Regional Plan.

SIGNIFICANT ACCOUNTING POLICY

Basis of accounting

These financial statements are prepared in accordance with generally accepted accounting principles except that purchases of furniture, equipment and leasehold improvements are recorded as expenditures in the year of acquisition and accordingly no depreciation is recorded in the accounts.

This accounting policy is in accordance with a financial reporting study commissioned by the Alberta Planning Board.

1. FIXED ASSETS

	Balance April 1, 1987	Additions During the Year	Disposals During the Year	Balance March 31, 1988
Furniture and equipment	$287,998	$66,513	$10,280	$344,231
Leasehold improvements	70,001	3,912	—	73,913
	$357,999	$70,425	$10,280	$418,144

2. EQUITY IN FIXED ASSETS

	1988	1987
Balance at beginning of year	$357,999	$291,146
Additions during the year transferred from Operating Fund	70,425	69,568
Disposals during the year		
Proceeds	(3,725)	(1,060)
Write-down of original cost	(6,555)	(1,655)
BALANCE AT END OF YEAR	$418,144	$357,999

3. LEASE COMMITMENTS

The Commission has annual estimated lease commitments for the rental of office and parking space expiring April 30, 1990 at an annual cost of $103,839.

4. CHANGES IN FINANCIAL POSITION

A statement of changes in financial position has not been prepared as the information which would normally be provided by the statement is readily available in the statements presented.